

**Abington Public Library  
Children's Librarian  
Position Vacancy**

**March 11, 2014**

The Abington Public Library seeks a Children's Librarian who enjoys the challenge and excitement of working with children from babyhood through adolescence. The Children's Librarian must be equally comfortable working with parents and caregivers. The successful candidate will be an enthusiastic professional, with an outstanding knowledge of children's and teen books, authors and reading genres, who will meet the needs of library users. The Board of Library Trustees, residents of Abington and library administration have long recognized the importance of library services for children and youth.

**Areas of responsibility:** Supervise the Children's Room and the Nero Young Adult Room, maintaining a welcoming and inviting atmosphere. Select and catalog children's and young adult print, non-print and electronic materials using professionally recognized reviewing media. Provide reference services for children and parents. Create and present programs for youth from birth to seventeen. Develop and present library instruction for public school class visits and youth groups. Create content for the library website and social networking presence in accordance with library policies. With the Library Director, administer the children's budget for materials and programming. Provide circulation and adult reference services as required.

**Qualifications:** ALA accredited MLS strongly preferred. Bachelor's degree including course work in library science, children's literature and information technology required, with enrollment in an ALA accredited MLS program or a M.Ed. degree program for school library media desirable. Knowledge of the principles and practices of professional library work is essential. Experience working with children in either a public library or an elementary school situation required. Ability to work comfortably in a Windows environment with thorough knowledge of Microsoft Office applications, desktop publishing and email is necessary. Working knowledge of the use of computers for library functions; knowledge of SIRSI/DYNIX Symphony preferred. Demonstrated willingness to stay current with technology used by adolescents and children. Excellent and demonstrable written, verbal and customer service skills are essential. Ability to frequently walk, stand, bend, stoop, kneel, sit, reach above the head and lift up to 30 pounds; strength is needed to push loaded book trucks and arrange furniture in the meeting rooms.

**Hours and Benefits:** This is a full time (35 hours per week) position under the Abington Library Staff Association bargaining agreement. Schedule includes one evening per week and rotating Saturdays. Salary range \$18.85 – \$23.99 per hour in four steps.

**Closing Date:** Friday March 28, 2014

**Submit:** Resume, cover letter, list of 3 references and Town of Abington employment application which may be found on the Town of Abington website at :

[http://www.abingtonma.gov/pages/abingtonMA\\_webdocs/TM%20info/employmentapp.pdf](http://www.abingtonma.gov/pages/abingtonMA_webdocs/TM%20info/employmentapp.pdf)

**to:** Deborah Grimmett, Library Director at [ablib@ocln.org](mailto:ablib@ocln.org)  
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